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The State Director of SCDDSN is selected and appointed by the Commission and serves at its pleasure. The director is responsible for department operation, subject to commission policies and actions, applied through department directives. The state director shall not:

1. Fail to maintain ethics and prudence in the administration of SCDDSN or to conform SCDDSN to all federal, state, and commission requirements, and to protect SCDDSN assets.
2. Fail to prescribe SCDDSN organizational structure, adequate qualified personnel, and effective programs necessary to carry out the legislative mandate and commission policies of SCDDSN.
3. Fail to use resources effectively and efficiently and maintain transparency and accountability with the commission through reports on services, finances, and other monitoring data necessary to the commission's policy governance.
4. Fail to follow the personnel grievance procedures of the Office of Human Resources of the Budget and Control Board.
5. Fail to communicate effectively with the commission, staff and the public, nor allow the commission to be unaware of relevant trends, anticipated adverse media coverage, material change, or assumptions on which commission policy has been established.
6. Present unnecessarily complex information that does not clearly differentiate information necessary for monitoring and/or decisions, and that which is merely incidental, nor burden the commission with reports or agenda items unnecessary to policy deliberations.
7. Fail to inform the commission if, in the director's opinion, the commission is not in compliance with its own policies.

8. Fail to develop directives for the receipt of gifts, establishment of fees, and promote funding and support for SCDDSN and its agents.
9. Fail to enforce directives concerning eligibility of applicants and make final decisions on sequence of admissions.
10. Fail to oversee the Audit Director administratively according to an annual work plan, while not restricting the commission's functional oversight of and access to the Audit Director.
11. Respond officially to individual commissioners, but deal with the commission as a whole except when individuals are specifically authorized to speak for the commission.

John C Vaughn
Vice Chairman
(Originator)

W Robert Harrell
Chairman
(Approved)